

**Minutes of the April 28, 2017 Board of Supervisors
Greene Soil & Water Conservation District**



Place: Greene SWCD 1363 Burnett Drive, Xenia, OH 45385

Call to order: Doug Bailey, Chair

Time: 6:32 p.m.

Board Members Present: Scott Harner Kim Snyder
 David Quallen Doug Anderson
 Doug Bailey

Staff Present:

Layne Garringer, NRCS District Conservationist Ken Middleton, Urban Specialist
 Lee Eltzroth, Education Specialist Brandon Corry, Ditch Maintenance
 Amanda McKay, District Administrator Warren McCarren, Rural Technician

Guests: Liz Cline- ODA, Anita Lewis- Associate Board Member, Krista McGaw- Tecumseh Land Trust, and Dave Anspach- Area IV Director

All guests quickly introduced themselves and gave a quick introduction into why they were present at the board meeting.

Approval of minutes:

Doug Anderson asked for motion to approve the minutes of the March 23, 2017 Board Meeting.

Motion made by Doug Bailey to accept the minutes as presented. Seconded by Scott Harner. Motion carried unanimously.

Public Participation:

Dave Anspach introduced himself a little further and said that the area directors are looking to get more involved in the month to month operations of the districts they represent and he is looking forward to getting to know us to better represent area IV at the state. Krista McGraw was here representing Tecumseh Land Trust and would be talking in more detail about a RCPP project they are applying to start during Layne's NRCS update.

NRCS Update:

Layne reported that they are about ready to start obligating EQIP contracts and that the CSP applications have been ranked with pre-approvals coming on 5/19. He has also been working with Tecumseh Land Trust (TLT) and BW Greenways on Farmland Protection Reviews and attended the CSU Farm Conference on 4/8. Layne gave a personnel update about the vacant Soil Con position and summer interns: the SC position is open but there is no news if or when they will fill it and the scheduled interns have been moved to a different county for the time being. He is also working on the mid-year reviews and informed the board about the national office sending out an informational pamphlet on controlling Palmer Amaranth. Krista McGraw then joined in with Layne to describe the RCPP application that TLT has submitted for pre-approval. TLT submitted a RCPP pre-proposal with NRCS to create a funding pool that would focus on the Jacoby Branch Watershed. If approved for a full proposal they will then be seeking our support for the project to provide technical assistance to the programs that would include EQIP, ACEP, and other educational projects.

Ag Update:

Warren gave an update on the construction projects. In the last month they have been inundated with an abundance of miscellaneous drainage and streambank erosion appointments.

Ditch Maintenance Update:

Brandon gave an update on the county ditch maintenance program. He has ordered the herbicide for the year and is in the process of inspecting and spraying the ditches. Brandon gave a quick update on the on-going beaver issues: we are currently waiting on the land owner to get a trapper in to catch the remaining beavers before we attempt to remove the existing dams a second time.

Agricultural Pollution Abatement Update:

Amanda and Warren gave an update on APAP calls. We had a referral of a complaint from the OEPA through the ODA out on N. Emerald Rd which is an 11 acre property with a horse lot in the middle of Brookhollow Plat in Beavercreek, OH. The report was investigated by Warren, Ken, and Amanda and was determined to actually be a drainage complaint instead of an APAP complaint. It was thoroughly documented in SWIMS.

Urban Update:

Ken updated the board on the urban activities. In the past month, Ken had spent some time in the subdivisions with his normal erosion control trouble spots and also like Warren and Brandon had many drainage calls. The subdivisions are starting to get busy coming into spring by sprucing up silt fence and becoming more active as the weather gets nicer. Doug Bailey asked Ken about a project called the Waterford Landings and Ken thought that project was being handled by the City of Fairborn although he would see if he could find any additional information.

Education Update:

Lee gave an update about the educational programs:

- 3/24 Malting Barley Conference- 90-100 attendees
- 4/7-4/8 ECCO Conference
- 4/10 Mills Lawn Plastics program for 4th graders- 24 students
- 4/11 Local Envirothon at Learning Tree Farm- 4 Greene County Teams
- 4/13 Montgomery Co. Environmental Learning Center with 2 groups from Mills Lawn
- 4/25 Area IV Envirothon at Fernald- 4 Greene County Teams
- 4/28 Environmental Day at Bellbrook M.S. with Mike Vaughn
- 4/28 Arbor Day Event at Shawnee Park\
- 5/3 Rain Gardens and Rain Barrels- Alison Jenks and Kim Hupman
- 5/9 Arrowood Arbor Day Program
- 5/10 UD Children's Watershed Festival

Administrator Update:

Amanda informed the board about the F-350 repair situation. The costs of fixing the truck through the means the county garage suggested were going to exceed the value of the truck which was unacceptable. We conferred as a staff with board members (Scott and David) to pick the truck up and take it to a local garage that we all trusted. Scott picked the truck up with his trailer and took it to the shop. They were able to make the repairs at a very reasonable cost. The F-250 is starting to show the same issues, so it was suggested that we begin looking at budgeting for replacements. Amanda informed the board of upcoming meetings: a state DA meeting next

week, the county archivist coming to the office (6/12), and a new county website training (5/5). Amanda asked the boards' opinion on the upcoming AADP training and if she should submit an application and about an upcoming Pasture TDP training. Liz mentioned that an Agricultural Pollution Abatement TDP will be coming up soon.

Motion made by Doug Bailey to send Amanda to the AADP training if accepted and to send any staff or board members to the upcoming TDP workshops (Pasture and Pollution Abatement). Seconded by Doug Anderson. Motion carried unanimously.

Correspondence:

None

Old Business:

Annual Plan of Work

April 2017

Committee Reports

No additional reports

Three Way MOU

The board reviewed the three way MOU, which had no changes from the last time it was reviewed and made a motion was made to sign for this year.

Motion was made by Scott Harner to sign the three way MOU for 2017. Seconded by Doug Anderson. Motion carried unanimously.

State Audit

Amanda told the board that we have received the second bill and the report.

Tree Sale

The tree sale was a success this year. We have very few extras left over and will be discounting them until they are gone.

New Business:

Employee Leave Balances as of April 14, 2017

Employee	No Sick Leave Annual/Comp. dollars only	Annual (Hours)	Sick (Hours)	Comp (Hours)	Wellness (Hours)	Per Hour
Brandon Corry	\$3,312.43	141.60	222.37	35.63	0.0	\$18.690
Lee Eltzroth	\$2,736.54	118.00	246.26	24.38	0.0	\$19.220
Warren McCarren	\$3,016.95	96.44	956.02	17.15	0.0	\$26.560
Amanda Middleton	\$2,428.36	96.40	110.32	13.93	0.0	\$22.010
Ken Middleton	\$5,734.21	207.96	1368.31	26.76	0.0	\$24.430
	\$17,228.50	660.40	2903.28	117.85	0.00	

Motion was made by Scott Harner to accept the Employee Leave Status Report. Seconded by Kim Snyder. Motion carried unanimously.

Letter of Support for the Election Changes Resolution

The next step for the election changes resolution that would allow board of supervisor candidates to run unopposed is for the resolution to pass through the Soil and Water Commission at the state level. The districts that put forth the resolution are now asking for letters of support from the districts that voted for the resolution to take to that commission meeting for them to consider before the vote.

Motion was made by Kim Snyder to send a letter of support for the resolution. Seconded by Doug Anderson. Motion carried unanimously

Statehouse “Planting Day”

The reception will begin at 9 am with the OFSWCD in the map room at the Statehouse and then we will join with Clark and Madison SWCDs to meet with Rep. Dean at 9:30 and at 11:00 am with Senator Hackett. Lee will be attending for Greene SWCD.

Financial Reports/Bills to be Paid

Fund	Balance Ending March 31, 2017	# of Outstanding Bills	Total Dollar Amount For Outstanding Bills
Special	\$118,078.25	10	\$3,083.40
District	\$52,083.41	5	\$1,126.10
District CD- Matures 2/7/18 (API 0.35%)	\$ 19,000.00	N/A	N/A

- Security Checking Account Interest for March 2017 – \$0.50
- Security CD Interest for March 2017- \$0.00
- March 2017 Special Fund Expenses including salaries and benefits \$38,927.49
- For additional detail see attached spread sheets on expenses paid and to be paid on District and Special Fund accounts.

Motion was made by Doug Anderson to approve bills and seconded by Scott Harner. Motion carried unanimously.

Upcoming Meetings & Events:

- 5/2 Statehouse Day
- 5/4 State DA Meeting
- 5/25 TAG
- 7/16-7/18- SSS in Cincinnati

Adjourn:

Motion made by Scott Harner to adjourn at 8:16 p.m. and seconded by Kim Snyder. Motion carried unanimously.

Doug Bailey, Chairman

Doug Anderson, Secretary

Amanda McKay, District Administrator
(Minutes)

**GSWCD District Account
For the Period March 1, 2017 through March 31, 2017**

Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
111100	District Checking	3/1/17			Beginning Balance			55,643.41
111100	District Checking	3/1/17	R1080-89,94-96	GENJ	tree sales	1,053.00		
					Oh Dept Ag shared			
111100	District Checking	3/1/17	R1080-89,94-96	GENJ	services	1,000.00		
111100	District Checking	3/1/17	R10597-605	GENJ	tree sales	469.00		
			R10606-621,626-					
111100	District Checking	3/3/17	629	GENJ	tree sales	1,325.00		
111100	District Checking	3/6/17	R10630-632,34	GENJ	tree sales	310.00		
111100	District Checking	3/7/17	R10635	GENJ	tree sales	68.00		
111100	District Checking	3/17/17	R10636	GENJ	soil workshop	35.00		
111100	District Checking	3/23/17	4353	CDJ	Ohio State University		250.00	
111100	District Checking	3/23/17	4354	CDJ	Ken Middleton		6.00	
111100	District Checking	3/23/17	4355	CDJ	Spectrum Analytic Inc		24.00	
111100	District Checking	3/23/17	4356	CDJ	Allen County SWCD		7,780.00	
111100	District Checking	3/23/17	4357	CDJ	Butler SWCD		10.00	
111100	District Checking	3/23/17	4358	CDJ	Greene County Environmental Se		1,124.50	
111100	District Checking	3/23/17	R10640	GENJ		1,124.50		
111100	District Checking	3/30/17	4359	CDJ	Brandon Corry		35.00	
111100	District Checking	3/30/17	R10643	GENJ		11.50		
111100	District Checking	3/30/17	R010641-42	GENJ		273.00		
111100	District Checking	3/31/17	R010656	GENJ	checking interest	0.50		
111100	District Checking				Change	5,669.50	9,229.50	-3,560.00
		3/31/17			Ending Balance			52,083.41

Reviewed by:

Date:

Bradstreet & Associates

Fiscal Agent

District Administrator

2017 Voucher Activity District Fund							
Voucher No.	Vendor	For	Amount	Check No	Code LE	Date	
Paid per Board Approval							
17-5	OSU Extension	Malting Barley Conference Sponsorship from Soil Mini Grant	\$ 250.00	4353	543201	3/23/17	Paid
17-6	Ken Middleton	Reimbursement for Parking Fees for OFSWCD Meeting	\$ 6.00	4354	540902	3/23/17	Paid
17-7	Spectrum Analytic Inc.	Soil Tests from Mini Soils Grant	\$ 24.00	4355	540902	3/23/17	Paid
17-8	Allen SWCD	Tree Sale Order	\$ 7,780.00	4356	540905	3/23/17	Paid
17-9	Butler SWCD	Registration for Spring Area DA meeting	\$ 10.00	4357	540701	3/23/17	Paid
17-10	Greene Co Environmental Services	Monies rec'd from TAG 3-23-17	\$ 1,124.50	4358	540902	3/23/17	Paid
17-11	Brandon Corry	Refund for Cover Crop Workshop registration	\$ 35.00	4359	540902	3/30/17	Paid
To Be Paid per Board Approval							
17-12	Xenia-GCCC FFA	Blue and Gold Day Sponsorship	\$ 100.00	4360	540902	4/27/17	To be Paid
17-13	Greene SWCD	Reimburse Special Fund for Cover Crop Books	\$ 245.85	4361	540902	4/27/17	To be Paid
17-14	Moody Signs	Envirothon Sign Update	\$ 87.50	4362	540902	4/27/17	To be Paid
17-15	Lizard Apparel & Promotions	Local Envirothon T-Shirts	\$ 608.75	4363	540902	4/27/17	To be Paid
17-16	Spectrum Analytic Inc.	Soil Tests from Mini Soils Grant	\$ 84.00	4364	540902	4/27/17	To be Paid
	District CD held by Security Bank	Matures Feb 7, 2018 API 0.35%	\$19,000.00				
	Reviewed by:			Date:			
	Bradstreet & Associates						
	Fiscal Agent						
	District Administrator						

Special Fund 0015-0014
For the Period from March 1, 2017 to March 31, 2017

Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
110000	Special Fund Balance	3/1/17			Beginning Balance			146,076.99
110000	Special Fund Balance	3/3/17	R135508	GENJ	State funds	10,360.00		
110000	Special Fund Balance	3/3/17	52988	CDJ	Ken Middleton LE 159		1,954.64	
110000	Special Fund Balance	3/3/17	52985	CDJ	Lee Eltzroth		1,537.36	
110000	Special Fund Balance	3/3/17	52987	CDJ			1,760.73	
110000	Special Fund Balance	3/3/17	52986	CDJ	Warren McCarren LE159		2,124.88	
110000	Special Fund Balance	3/3/17	192	CDJ	Medicare Matching LE 1513		116.98	
110000	Special Fund Balance	3/3/17	52984	CDJ			1,494.88	
110000	Special Fund Balance	3/6/17	853286	CDJ	Life Insurance LE 1513		19.25	
110000	Special Fund Balance	3/13/17	854074	CDJ	Public Emp. Retirement System		2,484.32	
110000	Special Fund Balance	3/17/17	54039	CDJ	Warren McCarren LE159		2,124.88	
110000	Special Fund Balance	3/17/17	54037	CDJ			1,494.88	
110000	Special Fund Balance	3/17/17	54041	CDJ	Ken Middleton LE 159		1,954.64	
110000	Special Fund Balance	3/17/17	54038	CDJ	Lee Eltzroth		1,537.37	
110000	Special Fund Balance	3/17/17	54040	CDJ			1,760.72	
110000	Special Fund Balance	3/17/17	196	CDJ	Medicare Matching LE 1513		116.98	
110000	Special Fund Balance	3/22/17	R135796	GENJ		568.75		
110000	Special Fund Balance	3/24/17	855029	CDJ	Gr. Co. Services L 152		176.12	
110000	Special Fund Balance	3/24/17	855045	CDJ	USBank Corporate Payment Syste		16.97	
110000	Special Fund Balance	3/24/17	855042	CDJ			697.00	
110000	Special Fund Balance	3/24/17	855044	CDJ	Bradstreet & Associates		397.00	
110000	Special Fund Balance	3/24/17	855046	CDJ	Verizon Wireless LE155		57.28	
110000	Special Fund Balance	3/24/17		CDJ	USBank Corporate Payment Syste		1,707.30	
110000	Special Fund Balance	3/29/17		CDJ	Workers Compensation LE1512		353.75	
110000	Special Fund Balance	3/30/17	855301	CDJ	Health Insurance LE 1513		6,038.45	
110000	Special Fund Balance	3/31/17	55136	CDJ			1,760.72	
110000	Special Fund Balance	3/31/17	55135	CDJ	Warren McCarren LE159		2,124.87	
110000	Special Fund Balance	3/31/17	55133	CDJ			1,494.87	
110000	Special Fund Balance	3/31/17	55137	CDJ	Ken Middleton LE 159		1,954.64	
110000	Special Fund Balance	3/31/17	55134	CDJ	Lee Eltzroth		1,537.36	
110000	Special Fund Balance	3/31/17	199	CDJ	Medicare Matching LE 1513		128.65	
110000	Special Fund Balance				Current Period Change	10,928.75	38,927.49	-27,998.74
		3/31/17			Ending Balance			118,078.25

Reviewed by:

Bradstreet & Associates

Fiscal Agent

District Administrator

Date:

2017 Voucher Activity Special Fund										
VIP	requisition No	Created Date	Vendor	Vendor #	For	Amount	Code	Date	Amount	Status
							015-0014-	Paid	paid	
					Encumbered					
					Paid per Board Approval					
	17-0045035	2/24/17	Verizon Wireless	01297	Hot Spot Services	\$ 60.00	5389.00	3/23/17	\$ 57.28	Paid
	17-0045036	2/24/17	Bradstreet & Assoc	850350	Accounting Services	\$ 500.00	5305.00	3/23/17	\$ 397.00	Paid
	17-0045037	2/24/17	Greene Co. Services	04983	Fuel & Vehicle Services	\$ 500.00	5203.00	3/23/17	\$ 176.12	Paid
	17-0045038	2/24/17	US Bank Corp	116141	Office/Meeting Supplies	\$ 50.00	5203.00	3/23/17	\$ 16.97	Paid
	17-0045048	2/24/17	US Bank Corp	116141	OFSWCD Meeting	\$ 1,710.00	5407.00	3/23/17	\$ 1,707.30	Paid
	17-0045688	3/8/17	Ohio Auditor of State	08746	Audit 2012 to 2016	\$ 2,000.00	5305.00	3/23/17	\$ 697.00	Paid
					To Be Paid per Board Approval					
	17-0045774	3/9/17	US Bank Corp	116141	Cover Crop Books for Works hop	\$ 300.00	5408.00	3/23/17	\$ 245.85	To be Paid
	17-0043743	1/31/17	Gem ain of Beavercreek	046763	Exhaust Manifold Repair F-350	\$ 1,200.00	5305.00	4/27/17	\$ 512.05	To be Paid
	17-0046414	3/22/17	US Bank Corp	116141	Education Supplies	\$ 100.00	5203.00	4/27/17	\$ 23.85	To be Paid
	17-0046546	3/24/17	Greene Co. Services	04983	Fuel & Vehicle Services	\$ 500.00	5203.00	4/27/17	175 3/8	To be Paid
	17-0046547	3/24/17	Verizon Wireless	01297	Hot Spot Services	\$ 60.00	5389.00	4/27/17	\$ 57.28	To be Paid
	17-0046548	3/24/17	Bradstreet & Assoc	850350	Accounting Services	\$ 500.00	5305.00	4/27/17	\$ 353.00	To be Paid
	17-0045688	3/8/17	Ohio Auditor of State	08746	Audit 2012 to 2016	\$ 2,000.00	5305.00	4/27/17	\$ 102.50	To be Paid
	17-0047212	4/10/17	Croghan Autocare LTD	1363	F-350 Manifold Repair	\$ 1,600.00	5305.00	4/27/17	\$ 1,453.94	To be Paid
	17-0047213	4/10/17	US Bank Corp	116141	Local Envirothon Expenses	\$ 400.00	5203.00	4/27/17	\$ 61.55	To be Paid
		4/24/17	US Bank Corp	116141	Ditch Maintenance Postage	\$ 100.00	5305.00	4/27/17	\$ 98.00	To be Paid
					Reviewed by:				Date:	
					Bradstreet & Associates					
					Fiscal Agent					
					District Administrator					

